

7 July 1976

MEMORANDUM FOR: Chief, Review Staff

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FROM :

SUBJECT : Fighting Inflation and Reducing Daily
Operating Costs

REFERENCE : DDA Memorandum, June 1976; same subject

1. Under the Group II savings criteria, Office of Personnel Work Orders 75P129 and 75P130 for the restructuring of the Central Emergency & Locator System (CEMLOC) procedures will achieve realizable manhour savings in the following manner:

A. 75P129 provides for conversion of the currently used SYCOR cassette terminal update to Delta Data on-line update of the CEMLOC master; eliminating approximately one (1) hour per day now required to convert the SYCOR cassettes to magnetic tape suitable for computer processing. The expected savings is 240 manhours per year.

B. 75P130 provides for a monthly comparison of the PERSIGN master with the CEMLOC master to detect EOD's, separations, etc., which may not have been reflected in locator transactions. An error listing will be submitted to components asking for correction of the record. The procedure will save an estimated 200 manhours per year now expended (chiefly at the end of the tax year) to reconcile record errors.

2. Another on-hand request received from the Chief, CIA Operations Center, requests that an additional, special format Flexoline strip be produced from CEMLOC to replace the manually maintained OPSCEN Locator Index. Preliminary study indicates that the request is feasible and initiation

of the procedure should save the OPSCEN an estimated 100 manhours per year. In this instance, savings would result from action by the Office of Personnel but the beneficiary of the savings would be the CIA OPSCEN.



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